

**INDIANA'S STATE PLAN**

**FOR THE**

**TEMPORARY ASSISTANCE FOR NEEDY FAMILIES**

**BLOCK GRANT**

TANF Plan submitted for 10-1-07 through 12-31-09

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**INDIANA'S STATE PLAN**  
**FOR THE**  
**TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)**  
**BLOCK GRANT**

(FOR THE PERIOD 10-01-07 THROUGH 12-31-09)

This State plan was developed in accordance with Section 402 of the Social Security Act, as amended by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Public Law 104-193). This State plan is submitted as a "new" plan for purposes of renewing the state's eligibility for federal funding under part A, Title IV, of the Social Security Act. The information submitted below restates the pertinent requirements of Section 402 and then provides the information that outlines the provisions of Indiana's program.

**Indiana Family and Social Services Administration**

Indiana's Temporary Assistance for Needy Families (TANF) Plan is administered by the Indiana Family and Social Service Administration (FSSA). FSSA provides a broad array of services to the State including institutional and community-based programs for the elderly and disabled; mental health and addiction services, Medicaid and other health care services and programs, and direct services such as child care assistance, Food ~~Stamps, and~~ cash assistance. FSSA administers the Temporary Assistance for Needy Families (TANF) block grant, which includes TANF cash assistance and other programs funded in whole or in part with TANF or maintenance of effort funds.

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Within FSSA, the Division of Family Resources (DFR) has the lead responsibility for the delivery of TANF eligibility and employment services. DFR is also responsible for CCDF, Food Stamps, and enrollment in the Medicaid program. Traditionally, DFR provided TANF cash assistance and employment services at one of its ninety-two county offices or the office of a contracted employment service provider. This model is being transformed to shift the majority of the eligibility determination process to call centers and the internet. The IBM-led Coalition will provide employment and training services through the IMPACT program in 37 Help Centers located across the state as part of the Eligibility Modernization contract with FSSA.

**STATE PLAN REQUIREMENTS**

The following is a description of Indiana's plan for the Temporary Assistance for Needy Families (TANF) Program under Section 402 (a) of the Social Security Act, as amended by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (Public Law 104-193).

**Section 402 (a)(1) OUTLINE OF FAMILY ASSISTANCE PROGRAM**

**(A) General Provisions**

(i) Indiana will transfer a portion of the federal TANF Block Grant to supplement the Child Care Development Fund and/or Social Services Block Grant in addition to funding the following programs:

- ❖ Assisted Guardianship Program
- ❖ Children's CHOICE Program
- ❖ TANF Child Care Assistance
- ❖ Domestic Violence Prevention/Treatment
- ❖ Emergency Assistance
- ❖ Emergency Assistance for Hurricane Katrina Evacuees
- ❖ Early Intervention-First Steps
- ❖ Healthy Families (A child abuse prevention strategy)
- ❖ Mitch's Kids
- ❖ TANF Funded Low-Income Heating and Energy Assistance Program
- ❖ TANF and IMPACT

#### **Assisted Guardianship Program**

Assisted Guardianship Program is a permanency option for children under the supervision of the Indiana Department of Child Services (DCS). This option is considered only after the court has determined that reunification with the child's parents is no longer feasible, and adoption is not in the best interest of the child. The program provides an eligible child a monthly subsidy of \$512 for the child's general care while in the physical custody of his/her guardian.

#### **ELIGIBILITY REQUIREMENTS FOR THE CHILD:**

Financial eligibility for the child is based upon 250% of the Federal Poverty Guidelines. There is no asset test.

Non-financial eligibility requires the child to be 13 years of age or older. Consideration of a child under the age of 13 may occur if one of the following applies:

1. The child is part of a sibling group where at least one sibling is over the age of 13 and the goal for the children is to remain together;
2. The child is seriously disabled; or,
3. There are compelling reasons to make guardianship the preferred choice over other permanency options.

The child who is not a full-time student in secondary education will remain eligible for this assistance until age 18. A child who is a full-time student in secondary education can remain eligible until the child turns age 19.

Additionally, the child must be adjudicated a Child in Need of Services (CHINS) and under the supervision of Indiana Department of Child Services. The child is to be in an out-of-home placement and have been under a dispositional decree for a minimum of six (6) months. The child's placement must be with an eligible relative.

For a relative to be considered an eligible relative under the Assisted Guardianship Program, the relative must:

1. meet all licensing requirements to achieve an approval status;
2. be able to provide for the child's physical, mental, emotional, educational and medical needs without the DCS's continued involvement, except for the financial and/or medical subsidy;
3. be able and willing to advocate for the child's necessary medical, educational and psychological needs by accessing the appropriate services;
4. have established a nurturing, stable relationship with the child which includes successful placement of the child in their care for a minimum of six (6) months; and
5. have demonstrated the ability to determine the appropriate level of ongoing contact with the child's biological family based on the child's safety and best interest, or has demonstrated the willingness to comply with the visitation plan as ordered by the court.

### **Children's CHOICE Program**

The Community and Home Options to Institutional Care for the Elderly and the Disabled (CHOICE) Program provides the following services to disabled children age 18 and under who are living with their parent or eligible adult relative. To be eligible for TANF funded services the family's income must be under 250% of the Federal Poverty Guidelines.

The following services are provided by TANF funds:

1. Information & Assistance: The goal of these services is to insure access, linkage, and follow-up procedures to available Children's CHOICE benefits and services. Activities include: providing answers to questions about services; assisting an individual to receive a needed service; follow-up contacts to determine if needed service was obtained or additional services still needed.
2. Outreach: The goal of this service is to identify individuals eligible for Children's CHOICE assistance and inform them of available assistance. Activities include: identification of individuals in need of service; seeking out "hard-to-reach" individuals; providing information about available services and benefits; and informing individuals about access to services.
3. Family and Caregiver Education: Provides training and/or education to a parent or primary caregiver of a child receiving CHOICE services. Activities include: individual or group counseling, education or training to assist the caregiver in making decisions and solving problems relating to the care giving role. Individual counseling is a non-medical intervention offered on a one-to-one basis for a specific need, e.g. assisting a developmental disabled parent to carry-out and learn specific parenting skills. Group counseling is a non-medical

intervention offered to multiple individuals to gain information, skills, and support, e.g., grandparents raising their grandchildren.

4. **Specialized Child Care:** This service provides assistance in paying for specialized child care services to working parents/caregivers of a child receiving CHOICE services. Specialized Child Care may be used to pay for a formal child care worker if needed.

### **Child Care Assistance**

The child care needs for TANF recipients will be funded through use of both the Child Care Development and the TANF block grant. Assistance will be available to support the approved employment and training activities of the parent/caretaker who receives TANF assistance or who would receive TANF except for the imposition of a program sanction.

TANF funds also will be utilized for child care services for parents and relatives who are working and meet the income eligibility criteria of the Child Care Development Funds Program. Child care eligibility is capped at 127% of the federal poverty level.

TANF funds for child care will be blended with those of CCDF and accessed through the CCDF Voucher system. The funding source of child care services will be transparent to the families receiving child care subsidies.

### **Domestic Violence Prevention/Treatment**

The Division of Family Resource (DFR) [staff receives](#) information regarding the prevalence of domestic violence, effective identification of victims, referral to services and the impact of these conditions on compliance with eligibility requirements. Indiana's policies are similar to the federal TANF Domestic Violence option. The Division has been actively involved with a coalition of domestic violence advocates and service providers to better address the need of public assistance program participants who are victims of domestic violence.

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Domestic violence and substance abuse, together with the typical problems associated with living in poverty, can create a condition that is very difficult for an individual or family to overcome. DFR will continue working the Division of Mental Health and Addictions (DMHA) to foster local initiatives to better identify and address these issues for those receiving TANF benefits. The DFR will implement a thorough assessment process with a customized service approach to address the issues facing each of the members of the TANF family. Services will be comprehensive and flexible to best address the diverse needs of a population with multiple barriers.

### **Emergency Assistance**

Emergency Assistance is provided to families with income up to 250% of the Federal Poverty Guidelines through the Indiana Department of Child Services. Eligibility for this program is based upon the existence of a substantiated complaint of child abuse or neglect or a court adjudication of Child in Need of Services. The goal of services is to maintain children in the home of a relative or to provide safe, temporary alternative living arrangements while the family is working toward re-unification.

The benefits provided under the program include shelter (including out-of-home placement), non-medical counseling, clothing, and homemaker services. Services are authorized within 30 days of the identification of eligibility and need and can be authorized for a period not to exceed 120 days.

### **Emergency Assistance for Hurricane Katrina Evacuees**

Families and children who have come to Indiana from the counties/parishes of Louisiana, Mississippi, and Alabama designated as disaster areas due to Hurricane Katrina may be eligible for TANF Emergency Assistance. The families must meet the TANF Cash Assistance eligibility requirements except for deprivation, child support enforcement and compliance with IMPACT. Benefits amounts will be determined using the TANF Cash Assistance calculations and will be available through the TANF EBT system. This program is intended to provide non-recurrent, short term (four months or less) benefits and solely targets families displaced by Hurricane Katrina.

### **Early Intervention/First Steps**

First Steps is Indiana's Part C Early Intervention Program for infants, toddlers and their families. It is a family centered, locally based, coordinated system that provides services to children (0-3<sup>rd</sup> birthday) who are developmentally vulnerable. Services are intended to prevent or minimize disabilities with the goal of maximizing the potential of these children so that they can function as contributing members of society. Families with income in excess of 250% FPL are eligible for the program but are required to pay co-payments.

### **Healthy Families Indiana**

The Healthy Families Program is a voluntary, multifaceted home visitation program designed to promote healthy families and healthy children administered by the Indiana Department of Child Services. Services are provided at no cost and include child development, access to health care, parent education, family incentives, staff training and community coordination/education. The program model includes screening, assessment and home visiting. Services can begin for eligible families either prior to or at the time of birth and can continue until the child is five years of age. This program is open to all Hoosier families regardless of income but TANF state and federal funds will only be used for families with incomes below 250% of the federal poverty level.

### **Mitch's Kids**

TANF funds will be used to fund the Mitch's Kids program. Mitch's Kids provides education and youth development services to TANF eligible children ages five through thirteen through the Indiana Alliance of Boys and Girls Clubs. The program is designed to help children better their academic achievement, provide an adult supervised structured environment while the TANF adult works or participates in work activities, and provide career guidance through field trips and/or career-related speakers or presentations; but the overall goal of the program is to emphasize the need for education to be successful in life. Families must have income at or below 250% of the federal poverty level to be eligible.

### **TANF Funded Low-Income Heating and Energy Assistance Program**

TANF funds will be used to provide heating and energy assistance to families determined to be eligible for TANF Cash Assistance or the Two-Parent Cash Assistance programs and the Low-Income Heating and Energy Assistance Program (LIHEAP). The LIHEAP income standard for Indiana is 150% of the federal poverty level.

## TANF and IMPACT

Indiana uses TANF Block Grant and State funds for the cash assistance and IMPACT services provided to eligible TANF families. Starting November 1, 2007, cash assistance applicants deemed mandatory for IMPACT will be referred to the IMPACT for employment and training services.

### Temporary Assistance to Needy Families (TANF)

#### Cash Assistance

Financial eligibility for cash assistance includes both an income and resource test. The family must qualify using applicable income and resource standards. The income [standards for initial eligibility are](#) listed below:

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#### **Assistance Groups which Include Adults and Children**

<u># of Members</u>	<u>Amount</u>
1	\$139.50
2	229.50
3	288.00
4	346.00
5	405.50
6	463.00
7	522.50
8	580.00

#### **Assistance Groups which Include only Children**

<u># of Members</u>	<u>Amount</u>
1	\$139.50
2	198.00
3	256.50
4	315.00
5	373.50
6	432.00
7	490.50
8	549.00

The family remains eligible until its countable income exceeds 100% of the Federal Poverty Guidelines. This extension of income eligibility allows for continued access to employment services.

The resource standard for initial eligibility is \$1000. Once determined eligible, the case is subject to a resource standard of \$1500.

### Indiana Manpower Placement and Comprehensive Training (IMPACT) Employment, Training and Support Services

IMPACT has a strong focus on employment. It supports the utilization of training and education as a complement to work. IMPACT has demonstrated that it will lead to employment advancement or wage increase. FSSA staff believes a combined approach of employment with training or skills development will best prepare an individual for promotional opportunities and wage progression. DFR will actively encourage and support the development of training programs that are integrated into or delivered as part of the client's employment experience. Clients eligible for cash assistance will be given comprehensive personal and family strength and needs assessments, individualized service coordinated plans based upon the assessments, and referrals to appropriate service providers to overcome initial and on-going employment barriers.

Case management and service coordination will focus on job placement, complemented by supplemental education, training and skills development. Coordination with the Division of Disability, Aging and Rehabilitative Services and the Department of Workforce Development will

be emphasized for appropriate clients. Case management, training and supportive services are provided to the client at no cost. The following is a list of the supportive services available to an IMPACT participant under the TANF Program:

TYPE OF SERVICE	PAYMENT LIMITS	TIME LIMITS
Clothing	\$300	Per 12 month period
Transportation Expense	\$200 mo.	TANF-Personal vehicle at \$.15 per mile, other at actual cost; FS- \$.10 per mile or \$2.00 per day whichever is higher. **
Vehicle Repair and Maintenance	\$750	Per 12 month period. **

\*\*Also allowed to support the IMPACT participant's employment for 90 days following the loss of TANF benefits.

Domestic violence and substance abuse are factors that can impede any family's ability to become self-sufficient. The prevalence of these factors is believed to be great among low-income families. These issues can be extremely difficult to identify and although current policies permit exceptions and extensions to the state TANF time limit when a domestic violence situation prevents an individual from participating in employment or training, very few individuals seek these opportunities. DFR recognizes the complexity of these issues and has worked to raise worker awareness of the problems and client awareness of the exemption and extension options.

## SEPARATE STATE PROGRAMS

In addition to the federal funded TANF programs, Indiana will utilize TANF maintenance of effort funds to support the following separate state programs for families who meet the definition of TANF eligible detailed within each section below. The expenditure of funds under these programs for services provided to TANF eligible families will be used to meet the maintenance of effort requirements under the TANF Program.

- ❖ Compulsive Gambling Prevention
- ❖ Part-time Student Grant Program
- ❖ Textbook Reimbursement Program
- ❖ Earned Income Tax Credit (EITC)
- ❖ Individual Development Accounts (IDA )
- ❖ State Oil Overcharge Settlement Fund
- ❖ Early Intervention/First Steps Medical Services

### Compulsive Gambling Prevention

The Division of Mental Health and Addiction (DMHA) have provided services in the area of preventing, identifying and treating problem/compulsive gambling. DMHA has a contract to provide a toll free number (1-800-994-8448) for referral to treatment. The toll free number is

printed on riverboat admission tickets; all state lottery tickets, and advertised in other media. Callers to the hotline are referred to or if necessary, directly connected to the state endorsed problem gambling treatment provider in their area.

### **Prevention and Education**

In 2004, the DMHA expanded the resource services of the Indiana Prevention Resource Center (IPRC), the DMHA's contracted provider of substance abuse prevention technical assistance, to include resources for problem gambling prevention. The IPRC has been working to develop resources for schools and communities to address the issues of problem gambling and to collect data on the rates of various gambling behaviors in youth, adults and senior citizens. From this data, the state will develop a strategic plan that will address the problem gambling needs of communities.

### **Treatment**

In April 1996, the Division of Mental Health and Addictions held an informational meeting for the provider community to publicize preliminary decisions regarding the funding of gambling treatment services. It was decided that gambling treatment would become part of the Hoosier Assurance Plan. To be eligible for coverage under the Hoosier Assurance Plan, the individual must have an income at or below 200% of the federal poverty guidelines. Gambling debts and payments on incurred gambling debts may be used in calculating income eligibility. Clinical assessment is accomplished via the Hoosier Assurance Plan Assessment Instrument (HAPI-A); the South Oaks Gambling Screen (SOGS) is also used on all persons presenting for services for a compulsive gambling problem. It was also decided that providers certified by the DMHA as managed care providers for substance abuse and serious mental illness could qualify for a compulsive gambling treatment endorsement. The state has nineteen endorsed providers offering services.

### **Part-time Student Grant Program**

A financial assistance program designed for students taking at least six (6) and no more than twelve (12) hours of class per semester. This program will provide financial assistance to students whose family's income is less than 250% of the federal poverty level. Eligible students must be either: 1) a dependent student less than twenty-four (24) years of age who has a custodial parent or caretaker (even if the student lives apart from the parent or caretaker) or 2) a parent with a dependent child.

### **Textbook Reimbursement Program**

The State of Indiana provides payment for the elementary and secondary school textbook rental fee of families whose income is less than 185% of the federal poverty level. Benefits for this program are accessed through an application form processed by the school system. The application is a form, which facilitates access to the school meals programs administered through the United States Department of Agriculture.

### **Earned Income Tax Credit (EITC)**

This tax credit is available to an individual who, in a year, has at least one qualified child. The income standards for tax year 2006 are as follows:

- Families with one child who earned less than \$32,001 in 2006 (or less than \$34,001 for married workers) may be eligible for a credit up to \$2,747.
- Families with two or more children who earned less than \$36,348 (or less than \$38,348 for married workers) may be eligible for a credit up to \$4,536.
- The EITC is 6% of the federal credit.

### **Individual Development Accounts (IDA)**

The IDA Program is designed to provide Hoosier households the opportunity to build assets, accumulate savings and learn personal finance skills so that they may pay for education, start or buy a business, or buy a home. The funds are administered by a community development corporation (CDC). Qualified individuals receive state funds to match their contributions to the IDA. The State match is three times the amount deposited by the individual up to \$900 per year. The state contribution for families with dependent children who receive public assistance or have incomes less than 150% of the federal poverty level will be counted towards MOE.

### **State Oil Overcharge Settlement Fund**

State expenditures from the state oil overcharge settlement fund, which are used to supplement the federal Low-Income Heating and Energy Assistance Program (LIHEAP) of families with dependent children, will be considered toward the State's maintenance of effort obligation under TANF. LIHEAP provides utility assistance benefits to maintain utility service for low-income households. Households must have income below 125% of the federal poverty level.

### **Early Intervention/First Steps Medical Services**

First Steps provides medical services to TANF eligible children with developmental needs whose family's household income is under 250% of the Federal Poverty Guidelines, regardless of Medicaid eligibility. First Steps does not provide comprehensive medical care but provides services determined necessary by the child's early intervention team to meet the child's developmental needs. Services are authorized through the development of an individualized family service plan (IFSP) with the support of the child's primary care physician. Funding will be used to pay for the costs of services that are not otherwise paid by Medicaid. Funding is blended with existing sources and will be transparent to the family, although the funding will be separately identifiable for the purposes of accountability. (See also page 9 of this plan)

### **(A) General Provisions-continued**

**(ii)** A parent or caretaker receiving assistance under the program will be required to engage in work once the State determines the parent or caretaker is ready to engage in work, or once the parent or caretaker has received assistance under the program for 24 months (whether or not consecutive), whichever is earlier.

**(iii)** Indiana will ensure that parents and caretakers receiving assistance under the program will engage in work activities in accordance with Section 407 of the Social Security Act, which establishes allowable work activities and participation rates.

(iv) The State will continue to restrict the use and disclosure of information about individuals and families receiving TANF assistance in accordance with state laws, I.C.5-14-3-4 and I.C. 12-14-1-7 and the Internal Revenue Code, Sections 7213 A and 7431.

(v) Indiana continues to establish goals and take action to prevent and reduce the incidence of out-of-wedlock pregnancies, with special emphasis on teenage pregnancies, and establish numerical goals for reducing the out-of-wedlock birth ratio of the State. The numerical goals for each calendar year can be found at [www.childtrends.databank.org](http://www.childtrends.databank.org). The Indiana Department of Health is the lead agency in monitoring health outcomes and coordinating strategies to encourage abstinence and reduce teen pregnancy.

(vi) Indiana will conduct a program that provides education and training on the problem of teenage pregnancy prevention. Programs may be expanded in scope to include men. Many of the programs funded through Indiana's Fatherhood Initiative provide education on responsible sexual behavior and statutory rape. These programs are generally targeted to fathers but some include other men as well. There are also local initiatives through prosecutor's offices, faith communities, schools, hospitals, and health departments to provide education and training regarding the problem of teenage pregnancy and statutory rape.

#### **(B) Special Provisions**

(i) Indiana does not intend to treat families moving into the state from another State differently than other families under the program.

(ii) Indiana intends to provide assistance under the program to the individuals who are not citizens of the United States to the degree permitted under federal law.

(iii) Indiana will continue to use objective criteria for the delivery of benefits and the determination of eligibility, as well as for fair and equitable treatment during a State administrative appeal process. The Hearings and Appeals Section of Family and Social Services Administration will serve to address the unresolved issues between the applicants and recipients of TANF and the entities that administer the assistance programs. This appeals process continues to serve the fair hearing requirements of the Food Stamp and Medicaid Programs as well.

(iv) The Governor of Indiana has opted out of the provision to require a parent or caretaker receiving assistance under the program who, after receiving such assistance for two (2) months is not exempt from work requirements and is not engaged in work, as determined under Section 407(c)(1)(A) of the Social Security Act, to participate in community service employment, with minimum hours per week and tasks to be determined by the State.

#### **Section 402(b) PUBLIC AVAILABILITY OF STATE PLAN SUMMARY**

Indiana will make this document available to the public through Access Indiana.

## GLOSSARY OF TERMS

**Temporary Assistance to Needy Families (TANF)** the Temporary Assistance to Needy Families Block Grant began in 1996. TANF is a program that provides cash assistance to families with children under the age 18..

**Assistance Group** The family members who are considered for eligibility cash assistance or employment and training services. At a minimum this group includes a child under age 18 and his or her parents living with the child.

**Department of Workforce Development (DWD)** State agency that manages and implements employment programs for Hoosiers, unemployment insurance systems, and facilitates regional economic growth initiatives for Indiana.

**Indiana Manpower Placement and Comprehensive Training (IMPACT)** Program is the employment and training program under which recipients of the Food Stamp and Temporary Assistance for Needy Families Programs participate.

**Eligibility Modernization Project** is Indiana's initiative to overhaul its eligibility determination and service delivery process. The IBM-led Coalition provides data gathering, case processing and IMPACT programs operations. The state remains responsible for the final determination of eligibility. The Coalition is instituting call centers, case management software and other operational tools to centralize, systemize, and standardize the case processing process.

**IBM-led Coalition** Indiana has contracted with IBM and subcontractors of IBM to provide service and infrastructure support to the Eligibility Modernization Project. IBM and its subcontractor are collectively referred to as the IBM-led Coalition.

## CERTIFICATION BY CHIEF OFFICER OF THE STATE OF INDIANA

As Governor of Indiana, I certify that Indiana will continue to administer the Temporary Assistance for Needy Families Block Grant in accordance with the provisions established by federal law. I further certify that:

1. Indiana will operate a child support enforcement program under the state plan approved under part D.
2. Indiana will operate a foster care and adoption assistance program under the state plan approved under part E, and that the state will take such actions as are necessary to ensure that children receiving assistance under such party are eligible for medical assistance under the state plan under title XIX.
3. The Families and Social Services Administration is the State agency which administers and supervises the TANF Block Grant.
4. That local governments and private sector organizations:
  - a. Have been consulted regarding the plan and design of welfare services in the state so that services are provided in a manner appropriate to local populations; and
  - b. Have had at least 45 days to submit comments on the plan and the design of such services.
5. Indiana will provide each member of an Indian tribe, who is domiciled in the State, with equitable access to assistance in the State program funded under this part attributed to funds provided by the Federal Government.
6. Indiana has established and is enforcing standards and procedures to ensure against program fraud and abuse, including standards and procedures concerning nepotism, conflicts of interest among individuals responsible for the administration and supervision of the State program, kickbacks, and the use of political patronage.

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Mitchell E. Daniels, Jr., Governor

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Date